

# Individual Plans of Care in Child Care

## FREQUENTLY ASKED QUESTIONS AND ANSWERS

Question: What is an Individual Plan of Care?

Answer:

- A written plan of care for an individual child
- Documents specific needs or concerns for that child
- Includes specific approaches to be used to prevent, minimize or eliminate the concerns identified for this child
- Includes the care of the children in the event of a medical or other emergency
- Brings together the child's parent(s) and the child care staff in developing these approaches so that all are using the same agreed upon approaches
- Should be reviewed periodically to determine if the identified approaches are still appropriate or should be revised. There is no specific time frame for the review and/or revision. The role of the health consultant includes assisting with the development of the Individual Plan of Care

Question: What are the regulatory requirements for Individual Plans of Care?

Answer:

- Family Child Care Homes 19a-87b-10(d)(3) An appropriate plan for each child's care shall be developed with the child's parent(s) at intake and updated as necessary to meet the child's changing needs
- Group Child Care Home/Child Care Center 19a-79-5a(a)(E) The operator shall maintain on the licensed premises a current health record which includes information regarding disabilities or special health care needs such as allergies, special dietary needs, dental problems, hearing or visual impairments, chronic illness, developmental variations or history of contagious disease and an individual plan of care for a child with special health care needs or disabilities, developed with the child's parent(s) and health care provider and updated as necessary. Such plan shall include appropriate care of the child in the event of a medical or other emergency and shall be signed by the parent(s) and staff responsible for the care of the child

Question: When is an Individual Plan of Care required?

Answer: If a child has a disability or a special health care need such as allergies, special dietary needs, dental problems, hearing or visual impairments, chronic illness, developmental variations or a history of contagious disease AND that child requires special care when in the care of the child care provider

Question: How do you decide if an Individual Plan of Care is needed?

Answer:

- Review the child's health record for any documentation that the child has a special health care need or disability
- Typically the special care is documented by the health care practitioner
- Typically the special care need is of a chronic nature but may be acute in nature. An example might be a child who has a self-limiting upper respiratory condition that is acute in nature versus a child with asthma that may have acute exacerbations but the disease itself is chronic in nature. Most likely an Individual Plan of Care is NOT necessary for the child with an acute illness but may be necessary for the child with the chronic illness of asthma. Medications alone do not make the determination
- Remember that the documentation of a diagnosis is only a starting point to ask more questions specific to this child
- Talk with others such as parents, health care provider, health consultant, etc.
- Observe the interactions and care that the child needs or is receiving
- Interview child care staff responsible for the care of the child
- Evaluate the need for an individual plan of care by asking "what care or service must be provided to this child that is different than for another child"

Question: What would an Individual Plan of Care be required to include?

Answer:

- Care to be provided
- Approaches to be used to prevent, minimize or eliminate identified concerns
- Appropriate care of the child in the event of a medical or other emergency
- Signature of the parent(s) is required for Group Child Care Homes and Child Care Centers
- Signature of all child care staff that are responsible for the care of the child. The Health Consultant may sign the plan of care also but is not required to do so

NOTE: There is no requirement that the plan of care be signed by the physician

Question: What are examples of an Individual Plan of Care?

Answer:

- The Asthma Action Plan, developed by the Department of Public Health's Asthma Program
- The Sample Form "Individual Plan of Care for a child with special health care needs or disabilities" at [www.ct.gov/OEC/childcare](http://www.ct.gov/OEC/childcare)